

The Convent Co-operative Limited



ANNUAL REPORT
TO RESIDENTS
2022/2023



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CONVENT CO-OPERATIVE LIMITED

ANNUAL REPORT

INTRODUCTION

The Annual Convent Co-operative Limited Report aims to provide shareholders with information about the financial dealings of the Co-operative, and includes data, income and expenditure statements, as well as updates about various projects approved by the committee on behalf of shareholders. The Chairperson also provides a statement about works carried out during the year and gives a general overview. In addition, statistics regarding rents and repairs are provided.



OFFICE DETAILS

OFFICE LOCATION:

15 Chesterton Close
Putney Bridge Road
Wandsworth
London
SW18 1SD

Telephone: 020 8874 6856
email: convent25@aol.com



ADMINISTRATOR

LORRAINE HAYWARD

The office is managed by Lorraine Hayward who can be reached during office hours by phone or email. If there is an emergency which cannot be resolved using any of the alternative numbers available she can be reached on her mobile (p12). Please refrain from sending texts or Whats App messages outside of office hours.

OFFICE OPENING HOURS:

Monday	10.00a.m	-	5.30pm
Tuesday	10.00a.m	-	5.30pm
Wednesday	10.00a.m	-	5.00pm
Thursday	10.00a.m	-	5.00pm
Friday			Closed



THE COMMITTEE

Officers:

CHAIRPERSON:	Monica Meighan
DEPUTY CHAIR:	Unfilled
TREASURER:	Janet Raffety
SECRETARY:	Maureen Poole
LIAISON OFFICER:	Monica Meighan
LIAISON OFFICER:	Diane Doyle (Deceased)
CHAIR OF MAINTENANCE:	Monica Meighan

Committee Members: Farrokh Hessamian, Jane Wilkinson, Lydia Thompson, Alexander Baylis, Hadi Kabbani, Diane Doyle (Deceased)

SUB COMMITTEES

Finance/Rent

Janet Raffety
 Monica Meighan
 Jane Wilkinson
 Maureen Poole

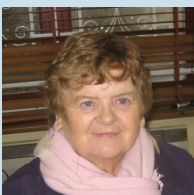
Maintenance Committee:

Monica Meighan
 Diane Doyle
 Farrokh Hessamian
 Diane Doyle (Deceased)

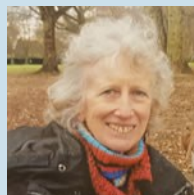
Cheque Signatories

Monica Meighan, Janet Raffety, Maureen Poole, Farrokh Hessamian

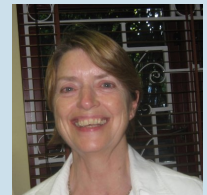
The co-operative is run by an elected committee with money received from Wandsworth Council in the form of a maintenance allowance. We employ our own contactors and have a full time Administrator, Lorraine Hayward, who manages the office covering the rents/service charges, repairs, and office administration. Lorraine liaises and deals with resident queries, contractors employed by the co-operative and Wandsworth Council. Lorraine is assisted in the office by a part-time administrator, Sarah-Jane Field, who produces Newsletters and other information, minutes, and covers the Administrator's annual leave.



CHAIRPERSON



SECRETARY



TREASURER



HISTORY OF THE CONVENT



The following account is based on conversations between Sister Elizabeth Bassett, a former nun who lived here, and an administrative contractor who briefly worked for the Co-op. Further information along with photographs came from Sister Eileen Foster who had access to the original Convent archives. Recently, details have been updated after additional research, using Roehampton Colleges' website.

The estate stands on the site of the Convent of the Sacred Heart which was established by Roehampton's Digby Stuart College, supported by the Society of the Sacred Heart in 1874. It was to accommodate a new college 'for young women who wished to become teachers in Catholic schools', and eventually named Wandsworth College (source: Roehampton Colleges). But, only after they had outgrown their original temporary site, where Digby Stuart College still exists in Roehampton. Nuns and students moved into what had been known as The Orchards, developed with government aid, as it was again many years later when it became the Co-operative.

However, in 1904, the students moved to St Charles Square, but the nuns on West Hill and Santos Road continued to provide primary and secondary education for the area. Eventually the schools became a Home Economics annexe, again for Roehampton's Digby Stuart College, before the sale of the building in 1975. There was also, somewhere on this timeline, an educational establishment providing handicraft and pottery lessons for local people.

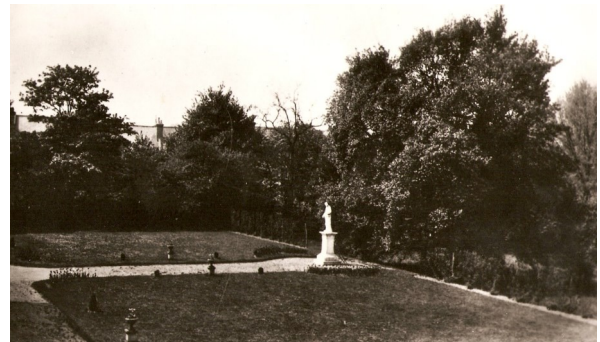
The area near Westhill Gate was known as 'The Wayside'. The original entrance and driveway still stand back a little from the road as you enter. There was also a gate in the boundary wall along the back of the estate which led to housing for the nuns on Santos Road. One of these properties was known for its first floor greenhouse balcony, but has since been converted and now exists as two separate houses, privately owned. Up until the early to mid-noughties, nuns continued to live nearby on West Hill.

Although the grounds have not changed much over the years, once upon a time the police had access to stables and even had their own private entrance. Horse boxes were frequently offloaded in the Convent grounds. Beside Chesterton Close, there was a grassy area with the statue of the Sacred Heart in the centre. A short road led up to the statue, which is buried in the grounds, near the footpath between the two Ericsson Close blocks. At the end of one of those blocks there used to be a small garage which housed the college coach. The road that turns into Ericsson Close (from Putney Bridge Road) is almost the same today as it has always been, but it used to be possible to turn right and go straight through the estate into Oakhill Road along a path called Lime Tree Avenue. Francis Snary Lodge was originally part of the chapel and it may surprise you to know there was a netball court available for the nuns and students too!

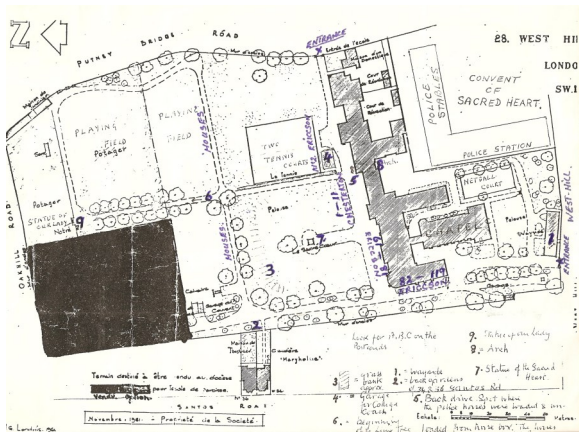




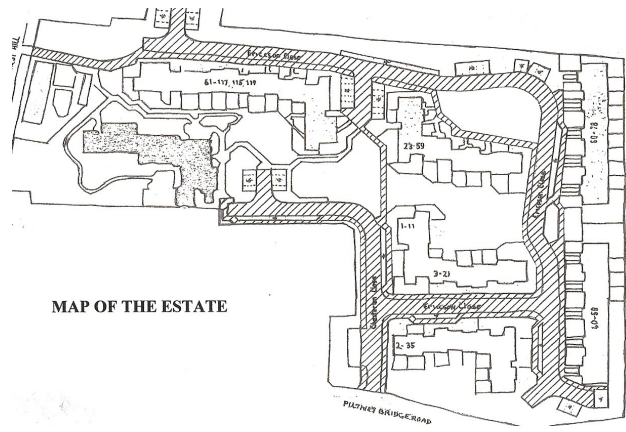
The Sacred Heart statue is now buried beneath the walkway between the two blocks leading to the houses.



Old plan of the Estate



New plan of the estate



Old photographs and a copy of the original plans for the Convent grounds are kept in the Co-operative's office. Thanks to Sister Elizabeth who helped to compile this historical account; and Sister Eileen, who obtained information and shared photographs from "The Archives".



CHAIRS REPORT FOR THE YEAR 2022/2023



MONICA MEIGHAN

It is very important that we remain as a Co-op. We need more people interested in how our estate is run. We all have a lovely place to live and that is because of how the estate, in the past and the present, has been managed by our very capable manager, Lorraine. But unless we can get more people to take responsibility by joining the committee, the estate will be taken back by the council. Joining the committee does not require any special skills. Meetings only take place six times a year. In an ideal world, we would always meet face to face, but some people do attend by Zoom. Personally, I would prefer all committee meetings to be face-to-face as it helps to foster a sense of togetherness and commitment. However, I understand that Zoom allows more people to join the larger meetings, and making those meetings as easy as possible to attend is crucial.

AUDIT

As required by our management agreement with WBC, the Co-op has carried out an external audit, conducted by Keith Johnson. The report was extremely favourable and the Co-op is in excellent financial shape. Again, this is largely thanks to Lorraine who has managed the budget well, in spite of extraordinary increases in energy and other costs.

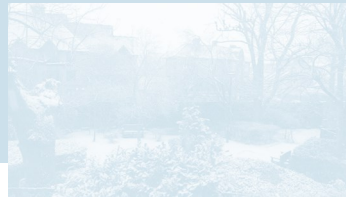
We are pleased to be working with the new Resident Participation Officer (RPO), Tom Gates. Tom is our main point of contact with Wandsworth Council. Since starting, he has attended several management meetings and regularly keeps in touch with changing regulations, and has been able to provide useful advice when needed.

Tom recently conducted the annual council review, and we are currently waiting for his report.

NEW COMMITTEE MEMBERS

The AGM is a time to say goodbye to committee members no longer in a position to offer their time, either because they have become too busy or have moved away. It is also an opportunity to welcome new volunteers. We would like to thank Alexandra Baylis for her contributions and wish her well in her new ventures. And say a big thank you and welcome to Nick Harvey, Andrej Banan, and Sue Daley who have joined us.

Nevertheless, we are still very low on numbers. Please consider putting yourself forward. We are particularly keen to attract tenants to the committee.



SECRETARY'S ROLE



MAUREEN POOLE

The Secretary of the Convent Co-operative's Management Committee works alongside the other members. My role, and any person who replaces me, as stated in the Co-operative Rules, are to perform the following duties:-

- To summon and attend all meetings of the Co-operative and the Committee, recording the names of members present and keep minutes of the meeting as the Committee direct.
- Receive proposals for admission to the Co-operative, handing over to the treasurer all monies paid in.
- Keep a register of members, have charge of the seal of the co-operative

These are just a few of the duties required in my role as secretary, I do have assistance carrying out these tasks. I do attend the monthly meetings and stand in when necessary. The Convent also has a part time administrator who attends meetings and takes the minutes. This enables the secretary to take a fully active part in the management meetings.



JANET RAFFETY

TREASURER'S REPORT

Financial summary and report:

- Auditors have issued a clean audit report stating that the financial statements in their opinion show a true and fair view of co-ops affairs for the year.
- The management letter issued by the auditors indicates that they have no concerns and there are no weaknesses that they want to report or highlight.
- The co-op's income increased in 2023 to £147K compared to £140k mainly due to additional service charges receivable, as more was spent in the year on service-related matters. Management allowance for the year increased slightly from £69.7k to £71.6k
- Expenditure this year was lower compared to the previous year; Co-op spent £121k this year compared to £144k in the previous year. This was mainly due to lower expenditure on tenant-related maintenance costs this year.
- The co-op reported a Surplus of £28K compared to a deficit last year of £(3K).
- The cash and bank balance of the co-op remains healthy at £475k with a good working capital of £423k.
- As a result of the surplus this year, Co-op's reserves increased from £396k to £424K.

Conclusion: The co-op continues to focus on ensuring that it has reasonable reserves and cash position ensuring that it can maintain services and properties going forward..



THE ESTATE MANAGER



LORRAINE HAYWARD

I am responsible for the daily management of the Convent Co-operative.

My responsibilities include:

- Financial including Rents, Service Charges,
- Maintenance including , Repairs, special works programmes, Estate Management & tenders
- Policies including, updating policies inline with Management Committee Decisions and Wandsworth Council Guidelines
- Tenant and Leaseholders enquiries
- Correspondence
- Attendance at Management Meetings, General Meetings & Annual General Meetings

I am available to assist you at the Convent Co-operative Office during the hours stated at the front of this report, but on a Monday or a Friday I work flexi hours, fitting in the confidential work that needs to be carried out on behalf of the Co-operative and the Council .

The Co-operative also runs an out of hours emergency line, which is there for your use, but please, only contact me on the number below if your issue cannot wait until office hours.

Out of Hours:

For out of hours service contact:

Telephone: 07956-866-315

WBC Patrol: 0208-871-7490

(Emergencies only)



FINANCE ACCOUNTANT



ATUL DAVE

I have been working for your co-operative for over twenty years, working on many financial issues associated with the smooth running of the co-operatives finances.

My role is as follows:

- To set up the yearly budget figures, working with the co-operative's Treasurer and Finance Committee
- Carry out the Bank reconciliations
- Complete Revenue & Customs' VAT returns
- Preparation work for the external and internal annual audit
- Staff Payroll & NICs
- Supply annual figures for the accounts
- Calculate annual service charge accounts

I am also on hand to assist your Estate Manager with any financial issues that may need clarification.



FINANCE

AUDITOR

We have recently changed our Auditors and have commissioned Keith Johnson to carry out our Annual audit.

Each year the External Auditor will provide the Convent Co-operative with a yearly audit report in time for the Annual General Meeting

Within the report, you will find this year's final accounts and the "Financial Statement" for the year ended 31st March 2021, as provided by Keith Johnson and agreed by the Committee and Shareholders at the Annual General Meeting.



**Convent Co-operative Limited
Statement of Comprehensive Income
for the year ended 31 March 2023**

	Notes	2023 £	2022 £
Turnover	2	147,240	140,323
Administrative expenses	3	(120,790)	(144,007)
Other operating income		921	308
Operating surplus/(deficit)		<u>27,371</u>	<u>(3,376)</u>
Interest receivable and similar income	8	898	24
Surplus/(deficit) on ordinary activities before taxation		<u>28,269</u>	<u>(3,352)</u>
Tax on surplus/(deficit) on ordinary activities	9	(171)	(5)
Surplus/(deficit) for the financial year		<u>28,098</u>	<u>(3,357)</u>

The financial statements were authorised and approved by the board on 4 July 2023

Signature: Monica Meighan Chair
Monica Meighan Chair (Jul 21, 2023 16:40 GMT+1)

M Meighan Email: [REDACTED]
Member of the Board

Signature: Janet Raffety Treasurer
Janet Raffety Treasurer (Jul 21, 2023 19:15 GMT+1)

J Raffety Email: [REDACTED]
Member of the Board

Signature: Maureen Poole Secretary
Maureen Poole Secretary (Jul 21, 2023 21:42 GMT+1)

M Poole Email: [REDACTED]
Secretary

The only recognised gain is the surplus for the year of £ 28,098.

There is no difference between the reported surplus for the year and historical cost surpluses or deficits.

The results relate wholly to continuing activities.

The annexed notes form part of these financial statements.



Convent Co-operative Limited
Registered number: IP23694R
Statement of Financial Position
as at 31 March 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible assets	10	837	810
Current assets			
Debtors	11	23,869	12,154
Cash at bank and in hand		<u>475,079</u>	<u>470,451</u>
		498,948	482,605
Creditors: amounts falling due within one year	13	(75,740)	(87,465)
Net current assets		<u>423,208</u>	<u>395,140</u>
Net assets		<u>424,045</u>	<u>395,950</u>
Capital and reserves			
Called up share capital	14	101	104
Revenue reserves	15	423,944	395,846
Total reserves		<u>424,045</u>	<u>395,950</u>

The financial statements were authorised and approved by the board on 4 July 2023

Signature: Monica Meighan Chair
Monica Meighan, Chair (Jul 21, 2023 16:40 GMT+1)

M Meighan Email: [REDACTED]
Member of the Board

Signature: Janet Raffety Treasurer
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J Raffety Email: [REDACTED]
Member of the Board

Signature: Maureen Poole Secretary
Maureen Poole Secretary (Jul 21, 2023 21:42 GMT+1)

M Poole Email: [REDACTED]
Secretary

The annexed notes form part of these financial statements.



Convent Co-operative Limited
Notes to the Financial Statements
for the year ended 31 March 2023

2 Turnover from social housing lettings	2023	2022
	£	£
Management & maintenance allowances	71,644	69,671
Service charges	65,386	60,446
Bad debt allowances	10,210	10,206
Total allowances	<u>147,240</u>	<u>140,323</u>
Amortised government grants	-	-
	<u>147,240</u>	<u>140,323</u>
3 Income and expenditure from social housing lettings	2023	2022
	£	£
General needs housing		
Management allowances	81,854	79,877
Service charges	65,386	60,446
Net rental income	<u>147,240</u>	<u>140,323</u>
Amortised government grants	-	-
Turnover from social housing lettings	<u>147,240</u>	<u>140,323</u>
Administrative expenses		
Management	46,130	44,053
Premises	26,977	27,301
General administration	36,000	62,420
Legal and professional	11,683	10,233
Operating costs on social housing lettings	<u>120,790</u>	<u>144,007</u>
Operating surplus /(deficit) on housing lettings	<u>26,450</u>	<u>(3,684)</u>
Amortised government grants	<u>-</u>	<u>-</u>



Convent Co-operative Limited
Notes to the Financial Statements
for the year ended 31 March 2023

4 Operating surplus	2023	2022
	£	£
This is stated after charging:		
Depreciation of tangible fixed assets	369	270
Auditors' remuneration - audit (excluding vat)	2,100	2,100
Auditors' remuneration - other services (excluding vat)	450	450
Rent losses from bad debts	910	-
Repairs and maintenance (included in general administration):		
Routine maintenance	19,523	22,017
Major repairs	-	26,920
Void repairs	<u>6,749</u>	<u>7,891</u>
5 Accommodation in management	2023	2022
	Number	Number
General needs housing - let at social rent	34	34
Leaseholders	61	61
Freeholders	<u>15</u>	<u>15</u>
	<u>110</u>	<u>110</u>
6 Board and key management personnel remuneration		
The Board of Management neither received nor waived any remunerations in the year.		
7 Employees	2023	2022
	Number	Number
The average number of persons employed during the year expressed as full time equivalents was:		
Office staff	<u>2</u>	<u>2</u>
	£	£
Staff costs - management		
Wages and salaries	46,130	43,796
Social Security costs	-	-
	<u>46,130</u>	<u>43,796</u>
8 Interest receivable and similar income	2023	2022
	£	£
Shares cancelled	3	28
Interest receivable	898	24
Other income	918	280
	<u>1,819</u>	<u>332</u>



**Convent Co-operative Limited
Notes to the Financial Statements
for the year ended 31 March 2023**

9 Taxation	2023	2022
	£	£
UK corporation tax		
Current	171	5
Prior year	-	-
	<u>171</u>	<u>5</u>
10 Tangible fixed assets		
		Office furniture & equipment £
Cost		
At 1 April 2022		4,320
Additions		<u>396</u>
At 31 March 2023		<u>4,716</u>
Depreciation		
At 1 April 2022		3,510
Charge for the year		<u>369</u>
At 31 March 2023		<u>3,879</u>
Net book value		
At 31 March 2023		<u>837</u>
At 31 March 2022		<u>810</u>
11 Debtors	2023	2022
	£	£
All receivable within one year		
Rent arrears	15,066	17,565
Less: Provision for bad & doubtful debts	<u>(6,471)</u>	<u>(6,471)</u>
	8,595	11,094
Other debtors	<u>15,274</u>	<u>1,060</u>
	<u>23,869</u>	<u>12,154</u>
12 Cash at bank	2023	2022
	£	£
In cash at bank are balances which are held on short term deposit totalling:	<u>436,125</u>	<u>423,617</u>



Convent Co-operative Limited
Notes to the Financial Statements
for the year ended 31 March 2023

13 Creditors: amounts falling due within one year	2023	2022
	£	£
Trade creditors	51,390	51,363
Corporation tax	2,450	2,283
Other taxes and social security costs	-	7,622
Rents paid in advance	6,289	7,857
Government grants	-	-
Other creditors	15,611	18,340
	<u>75,740</u>	<u>87,465</u>

14 Share capital		2023	2023	2022
		Number	£	£
Allotted, called up and fully paid:				
Ordinary shares	£1 each	101	101	104
	Nominal value	Number	Amount	
			£	
At 1 April 2022				
Ordinary shares	£1 each	104	104	
Shares issued during the period				
Ordinary shares	£1 each	-	-	
Shares cancelled during the period				
Ordinary shares	£1 each	3	3	
At 31 March 2023				
Ordinary shares	£1 each	<u>101</u>	<u>101</u>	

Each member of the Co-operative holds one share of £1 in the Co-operative.

The shares do not have rights to any dividends, nor to a distribution in a winding-up, and they are not redeemable. Each share carries one vote in a general meeting of the Association.

15 Revenue reserves	2023	2022
	£	£
Income and expenditure (note 17)	220,800	192,702
Designated reserves	203,144	203,144
	<u>423,944</u>	<u>395,846</u>



**Convent Co-operative Limited
Notes to the Financial Statements
for the year ended 31 March 2023**

16 Designated reserves	Cyclical Maintenance £	Total £
Balance as at 1 April 2022	203,144	203,144
Provision for year	-)	-
Expenditure in year	-)	-
Balance as at 31 March 2023	<u>203,144</u>	<u>203,144</u>
17 Income and expenditure reserve	2023 £	
At 1 April 2022	192,702	
Surplus for the year	28,098	
Transfer from designated reserves	-	
At 31 March 2023	<u>220,800</u>	

18 Related party transactions

At the date of these financial statements three of the Board and Committee members were tenants of Association properties. Their tenancies are on normal commercial terms and they cannot use their position to their advantage, the rent level or policy for managing arrears is not different to that for non Committee tenants.



Convent Co-operative Limited
Detailed income and expenditure account
for the year ended 31 March 2023

This schedule does not form part of the statutory accounts

	2023	2022
	£	£
Turnover		
Management & maintenance allowances	71,644	69,671
Service charges	65,386	60,446
Bad debt allowances	10,210	10,206
	<u>147,240</u>	<u>140,323</u>
Administrative expenses		
Management costs:		
Wages and salaries	46,130	43,796
Training and welfare	-	175
Travel and subsistence	-	82
	<u>46,130</u>	<u>44,053</u>
Premises costs:		
Rent	6,088	5,986
Communal costs	6,693	7,900
Communal electricity	5,146	3,342
Cleaning	7,776	8,426
Office Cleaning	584	772
Office light & heat	690	875
	<u>26,977</u>	<u>27,301</u>
General administrative expenses:		
Telephone and fax	1,367	1,356
Stationery and printing	649	820
Conference and subscriptions	691	1,096
Bank charges	108	190
Insurance	500	540
Computer costs	1,106	404
Repairs and maintenance	28,239	56,828
Depreciation	369	270
Bad debts	910	-
Loss from voids	1,889	-
Sundry expenses	172	916
	<u>36,000</u>	<u>62,420</u>
Legal and professional costs:		
Audit fees	2,550	2,550
Accountancy fees	8,510	6,265
Consultancy fees	623	1,418
	<u>11,683</u>	<u>10,233</u>
	<u>120,790</u>	<u>144,007</u>
Other operating income		
Shares cancelled	3	28
Other income	918	280
	<u>921</u>	<u>308</u>



CONTRACTORS

Auditors	Keith Johnson
Accountant	Atul Dave
Electricians	FG Keen Ltd, JWTPS
Plumbers	Sadler's
Handyman/repairs	JWTPS
Boiler Maintenance	WBC Operational Services
Gardening & Grounds	Garden & Grounds
Estate cleaning company	Samsic (Regent Office Care)

Repair Procedures

Day-to-day

The day-to-day repairs are reported to the Estate Manager in the office during normal opening hours. For routine (out of hours) repair messages can left on the answer-phone or emailed in:

020 8874 6856 or convent25@oal.com

Emergency Repairs: To be carried out within 24 hours (Danger to life and Health & Safety).

TENANTS ONLY ANY PROBLEMS WITH HEATING, HOT WATER & RADIATORS PLEASE CONTACT
WBC 020 8871 7490

Urgent Repairs: To be carried out within one week.

Routine Repairs: To be carried out within one month.

Re-chargeable Repairs: These are for repairs to damage caused by fixtures and fittings by the tenant as well as repairs for leaseholders, not covered under the lease.

FOR EMERGENCY REPAIRS OUT OF NORMAL HOURS CONTACT YOUR BLOCK REPRESENTATIVE.

WANDSWORTH HOUSING PATROL ARE TO BE USED

ONLY IN AN EMERGENCY

TEL: 020 8871 7490.



ESTATE CONTRACTORS

JTWPS

It has been very difficult to find an affordable handyman, but building contractors JTWPS have been filling in some of the gaps for the Co-op. This year, they have sorted out guttering on all the blocks, and fixed bin sheds and fences, and more .

Garden & Grounds

Garden & Grounds have been the Estate Gardener for approximately five years, and recently signed a second contract after winning a tendering process in 2023. They are contracted to keeps the lawns neat and tidy and tend to communal areas. They also assist with planting, caring for shrubs and the trees, and have in the past been involved with the communal improvements on the estate.

BOILER SERVICING

Is provided by the Co-op for council tenants only; and carried out by Wandsworth Brough Council on behalf of the Co-op.

WBC

can be contacted

at any time

on

Tel: 07956-866-315

WBC Patrol: 020 8871-7490





MAINTENANCE REPORT

Total number of repairs carried out over the year: 120

Works to voids: 2

Response Time:

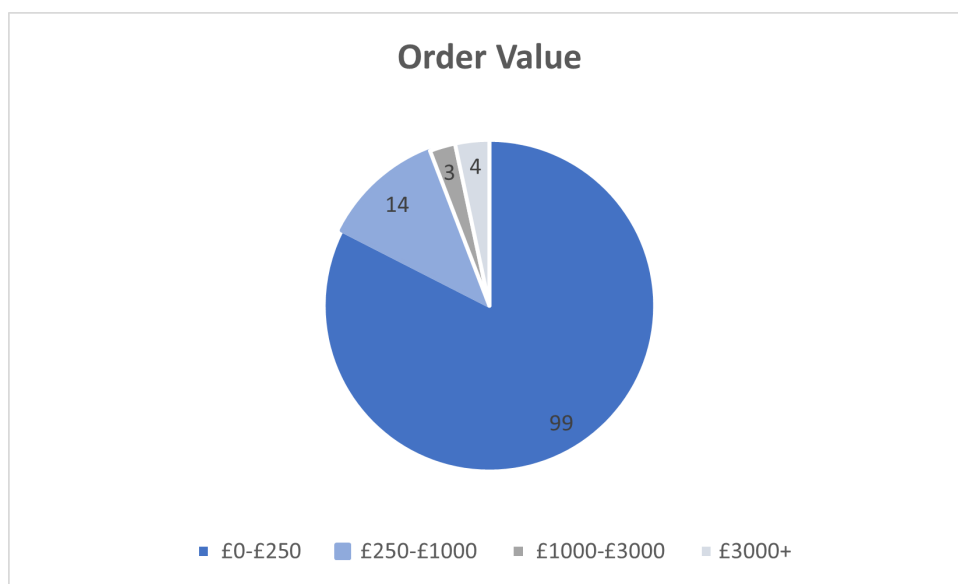
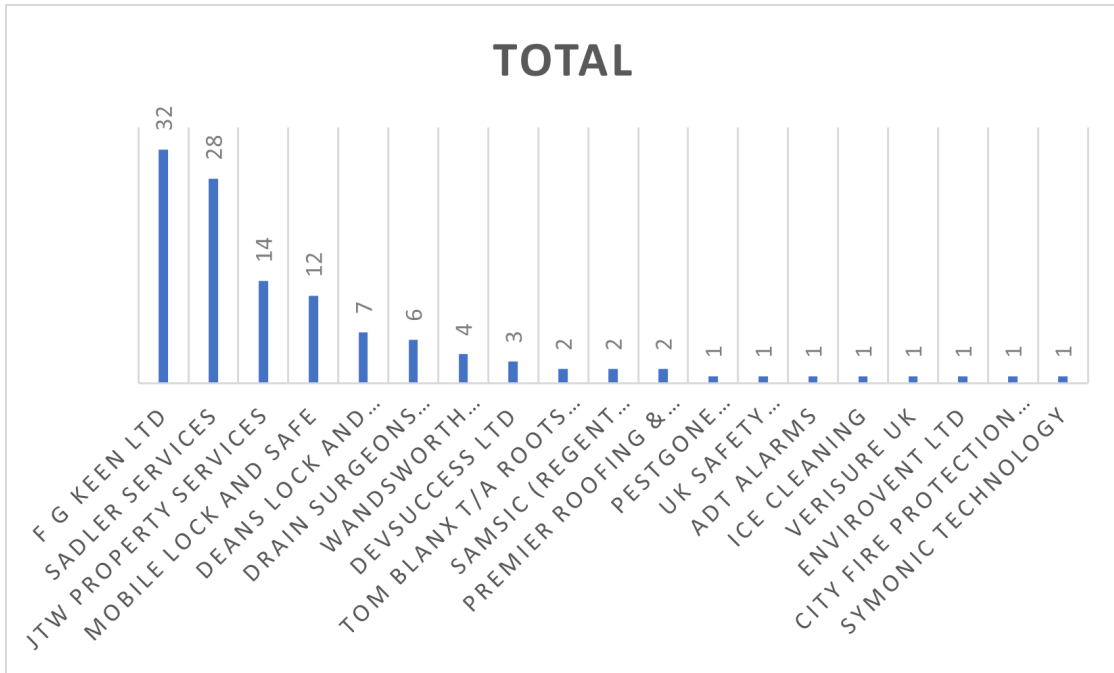
Response Time	Within Target	Percentage completed within target
Within 3-7 days (Urgent)	73	73
Within 10-60 working days (Non-urgent)	38	38
Within 24 hours of notification (Emergency)	9	9

Percentage of works to each contractor:

FG Keen Ltd	32	26.67%
Sadler Services	28	23.33%
JTW Property Services	14	11.67%
Mobile Lock and Safe	12	10.00%
Deans Lock and Security	7	5.83%
Drain Surgeons Services Ltd	6	5.00%
Wandsworth Council (Other - callout etc)	4	3.33%
Devsuccess Ltd	3	2.50%
Tom Blanx T/A Roots Manouvered	2	1.67%
Samsic (Regent Office Care)	2	1.67%
Premier Roofing & Construction Ltd	2	1.67%
PestGone Environmental Ltd	1	0.83%
UK Safety Management	1	0.83%
ADT Alarms	1	0.83%
ICE Cleaning	1	0.83%
Verisure UK	1	0.83%
EnviroVent Ltd	1	0.83%
City Fire Protection and Maintenance Services LLP	1	0.83%
Symonic Technology	1	0.83%
	120	100.00%



Repairs - Graphs and statistics





USEFUL INFORMATION

Shareholders and Members

Any Tenant or Leaseholder who buys a one pound share in “The Convent Co-operative Limited” becomes a member for life. The member is then entitled to sit on a committee or sub-committee and vote at the General & Annual General Meetings.

To become a member of the committee is easy; you can put yourself forward, and providing there is space on the committee, you will be automatically accepted. Every three years members of the committee have to step down and then reapply to sit again. If there are a lot of members wishing to join the committee then a vote by ballot will take place at the Annual General Meeting and the people with the most support will be elected. You can also be co-opted onto the Committee if you have a skill that is lacking within the main committee membership.

You will need to be nominated to join the committee. Your nominee should complete a nomination form available from the office. The form should be signed by you to show you are in agreement with the nomination. You will be asked to write a short explanation about why you would like to be on the committee.

Estate Parking

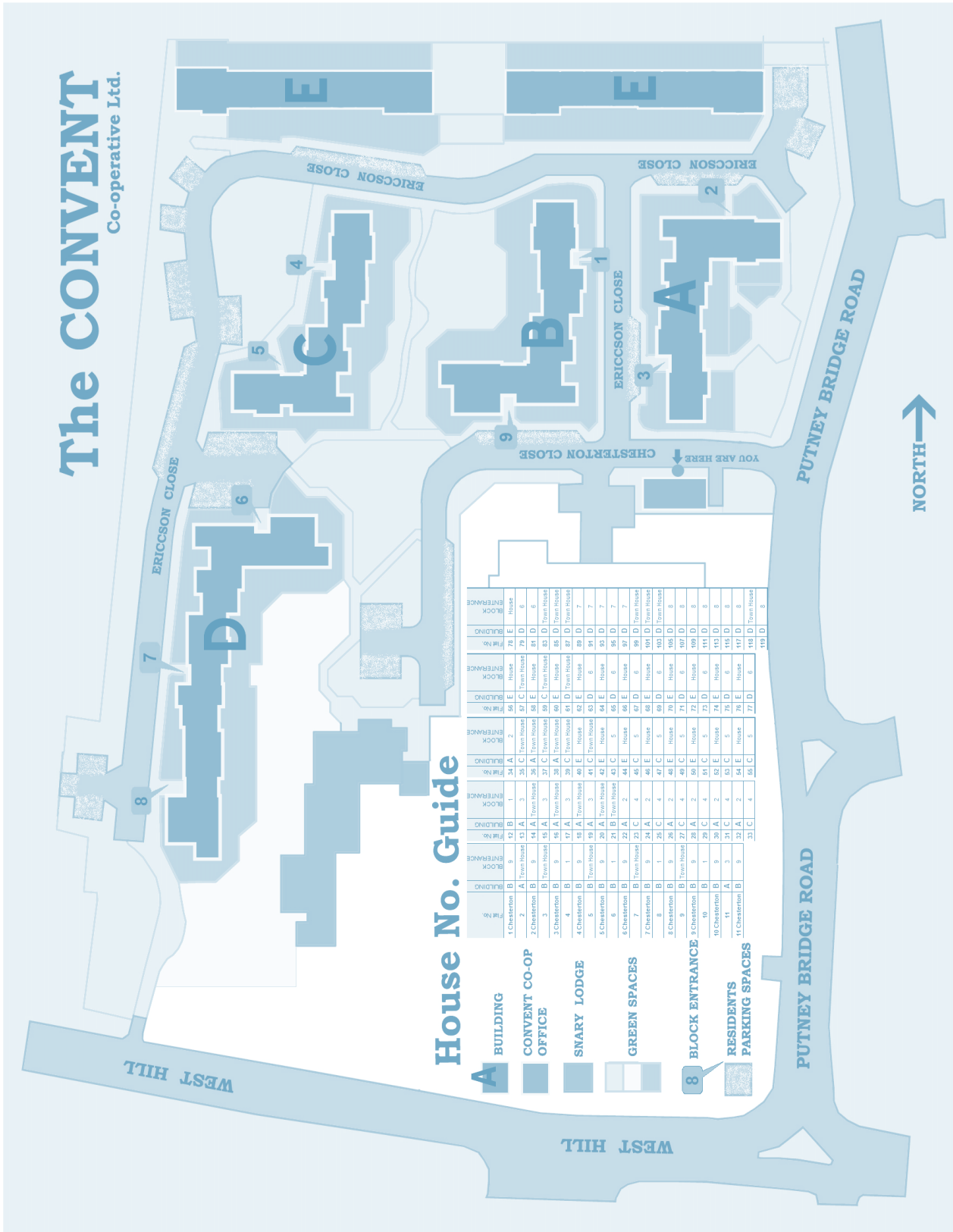
There are two parking schemes in operation on this estate, one of which is a chargeable scheme. You will need to apply for an A2 parking permit from Wandsworth Borough Council to park in those areas. The other scheme is for the estate residents. Residential and Visitor’s Permits are issued for free by contacting the Estate Office. To apply, you will need to take proof of residency, car registration and insurance to the estate office. If you lose your visitor’s permit, there will be a charge to issue a replacement. You can only have one visitor’s permit per dwelling but can have up to four residential permits. Further details of the designated areas in which you can use the permits are on display in the office window.

Equal Opportunities

The Convent Co-operative recognises that Britain is a multi-racial/multi-cultural society and believes that cultural diversity positively enriches our society. We believe that no person should suffer disadvantage by reason of his or her race, colour ethnic origin, religion, sex, sexual orientation, appearance, physical disability, marital status, age or responsibility.

The CONVENT

Co-operative Ltd.





SATELLITE VIEW



An aerial satellite view of The Convent Co-operative estate provides a bird's eye view of the estate and was kindly contributed by committee member Farrokh Hessamian. At the bottom of the picture is The Wayside entrance leading off of West Hill.



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produced by

The Convent Co-operative Ltd